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Executive Registry

6-2640

12 NOV 1954

MEMORANDUM FOR: Deputy Director (Administration)

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SUBJECT: Proposed [REDACTED] Section II, Overseas
Tours of Duty, Reassignment Following Completion of
Overseas Tours of Duty

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1. The attached proposed [REDACTED] Section II concerning reassignment of overseas personnel is submitted for your consideration for authentication. Your attention is invited to the fact that the differences discussed below have not been resolved or presented to the Director of Central Intelligence.

2. It is proposed that the material included in the attached issuance be published as Section II prior to the publication of Section I entitled Duration of Tours of Duty in order to effect a logical sequence of information regarding Overseas Tours of Duty. Section I of [REDACTED] has been coordinated and will be submitted for authentication as soon as the resolution of differences is effected.

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3. The attached Section II of [REDACTED] was proposed by a special Task Force on Overseas Rotation Planning and was submitted for publication by the Deputy Assistant Director for Personnel.

4. Subject Regulation was coordinated with the following:

- Office of the Deputy Director (Administration)
- Office of the Deputy Director (Plans)
- Office of the Deputy Director (Intelligence)
- Office of Communications
- Office of the General Counsel
- Office of the Comptroller
- Inspector General
- Logistics Office
- Medical Office
- Auditor-in-Chief
- Security Office

All the above Offices concurred without comment in the subject Regulation except the Office of Training, the Office of Communications, Security Office, and the Office of DD/P. Representatives of these commenting Offices and a member of this Staff attended a meeting to discuss the comments elicited during the coordinating process. The attached Regulation, which is the same as the draft submitted for coordination, was concurred in by the representatives of all the commenting Offices except the Office of Training.

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5. The point of difference pertains to headquarters processing of Field Reassignment Questionnaires. The Director of Training concurred subject to the inclusion of the following changes:

a. Addition to paragraph 2 subparagraph d to read, "The Director of Training is responsible for providing assistance to the Heads of Career Services in planning training for such employees, for orderly processing of employees completing overseas tours into appropriate training programs, and for identifying those individuals qualified for tours of duty in the Office of Training."

b. Change paragraph 3a (Procedures) line 2 "triplicate" to read "quadruplicate".

c. Add to paragraph 3c "Copy - Office of Training".

6. The Assistant Director for Personnel expressed his position in regard to the nonconcurrence of the Director of Training in a memorandum to this Staff on 29 October 1954 stating, "It is considered that this Regulation is not the appropriate place to indicate the functional responsibilities of the Director of Training with regard to the staffing of his component. Nor is it considered that the Director of Training has primary responsibility for screening all employees returning from overseas to identify those qualified for assignment to the Office of Training. This is properly a responsibility of the Office of Personnel which will take appropriate action based upon the stated requirements of the Office of Training. In this connection, therefore, the request of the Office of Training for a fourth copy of the Field Reassignment Questionnaire is not considered a sound procedure. This Office is supported in this position by representatives of the Office of Communications and the Office of the Chief of Administration, DD/P. In addition, of course, such a procedure in the Office of Training duplicates existing procedures for the screening and reassignment of such personnel."

7. The representatives at the meeting of the commenting Offices recognized the need in the Agency for qualified personnel with overseas experience in training assignments and also that the Office of Training must plan in advance to ensure that the training staff continuously includes personnel with recent field experience. However, it was felt that the current and anticipated requirements for competent training personnel could be met by inter-Office administrative practices without establishing in this Regulation a special procedure which would allow the Office of Training to screen all returnees for a relative few required positions. It is thought that if the Office of Training receives copies of the Field Reassignment Questionnaire for all returnees that other Major Components should be granted the same privilege,


Chief, Regulations Control Staff

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Attachment:

Proposed R  Section II

cc: Director of Training

Assistant Director for Personnel

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MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment